

## 18.1 Introduction

The [Refugee Act of 1980](#) created the federal Office of Refugee Resettlement (ORR) within the U.S. Department of Health and Human Services, which provides funding to state and local programs for the resettlement of refugees. [Refugee\(s\)](#) are individuals who have had to leave their homeland and are unable to return because of a well-founded fear of persecution. The goal of U.S. refugee resettlement is to help refugees achieve economic self-sufficiency as quickly as possible after their arrival in the United States. Please note that in this chapter “refugee,” unless otherwise indicated, will include [refugee\(s\)](#), [asylee\(s\)](#), [Cuban-Haitian entrant\(s\)](#), certain [Amerasian\(s\)](#), [victim\(s\) of trafficking](#) and any other categories eligible for refugee benefits under federal law. (See [18.2.4.1](#) for a complete list).

Refugee Cash Assistance (RCA) and Refugee Medical Assistance (RMA) are two programs available to recently arrived refugees. In Wisconsin, RCA is modeled after [Wisconsin Works \(W-2\)](#), the state’s Temporary Aid for Needy Families (TANF) program, and RMA is part of the [Medical Assistance](#) (MA) program. RCA and RMA are available for refugees who meet the financial requirements of the W-2 and MA programs, but are otherwise ineligible- such as single individuals, childless couples, minor teen parents and two-parent families without children under 18 years of age. ~~RCA and RMA eligibility is time-limited, with refugees typically eligible for up through eight months from their date of arrival in the United States.~~ RCA and RMA eligibility is time-limited, with some refugees eligible for up to twelve months from their date of arrival in the United States.

*No change to the remainder of 18.1*

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To be non-financially eligible for [RCA](#), a refugee must:

1. Possess a qualifying immigration status;
2. Have been in the United States eight months or less (except for asylee(s) and victim(s) of trafficking, for whom the eight month clock begins as of the date they

~~are granted asylum or certified as a victim of trafficking, respectively)~~ Have been in the United States 12 months or less for individuals who have a date of eligibility on or after 10/01/2021 or eight months or less for individuals with a date of eligibility on or before 09/30/2021;

3. Be a resident of Wisconsin;
4. Be ineligible for a W-2 paid placement, and not be receiving *Supplemental Security Income (SSI)* or *Kinship Care*;
5. Not have quit a job or refused a job offer within the 30 days prior to application;
6. Comply with employment and training requirements;
7. Not be enrolled as a full-time student in higher education; and
8. Not be enrolled in the *Matching Grant* program.

Note: As in W-2 policy, an applicant who does not provide a Social Security number may still be eligible for RCA if they apply for one and provide proof of the application. (See [2.7.1](#))

*No change to the remainder of 18.2.4*

#### 18.2.4.1 Immigration Status

To qualify for Refugee Cash and Medical Assistance, individuals must provide proof, in the form of documentation issued by the U.S. Department of Homeland Security, of one of the following immigration statuses:

1. Paroled under section 212(d)(5) of the *Immigration and Nationality Act (INA)*;
2. Admitted as a refugee under section 207 of the INA;
3. Granted asylum under section 208 of the INA;
4. *Cuban-Haitian entrant(s)*, in accordance with the requirements in 45 CFR section 401.2;
  - i. Any individual granted parole status as a Cuban/Haitian Entrant (status pending) or granted any other special status subsequently established under the immigration laws for nationals of Cuba or Haiti, regardless of the status of the individual at the time assistance or services are provided.
  - ii. A national of Cuba or Haiti who was paroled into the United States and has not acquired any other status under the INA and with respect to whom a final, non-appealable, and legally enforceable order of removal, deportation or exclusion has not been entered.
  - iii. A national of Cuba or Haiti who has an application for asylum pending with the *United States Citizenship and Immigration Services (USCIS)* and with respect to whom a final, non-appealable, and legally enforceable order of removal, deportation or exclusion has not been entered.
5. Certain *Amerasian(s)* from Vietnam who are admitted to the U.S. as immigrants pursuant to section 584 of the Foreign Operations, Export Financing, and Related

Programs Appropriations Act, 1988 (as contained in section 101(e) of Public Law 100-202 and amended by the 9th proviso under Migration and Refugee Assistance in Title II of the Foreign Operations, Export Financing, and Related Programs Appropriations Acts, 1989 (Public Law 100-461 as amended));

6. Victims of trafficking who have been certified by the U.S. Department of Health and Human Services, Office of Refugee Resettlement under section 107 (B) of the Victims of Trafficking and Violence Protection Act of 2000;
7. Iraqis and Afghans with "special immigrant status." These groups have been admitted to the U.S. in Lawful Permanent Resident status; however for a limited time upon arrival they are treated as if they are in refugee status for public benefits purposes.
  - i. A citizen or national of Afghanistan who was admitted to the United States with SI/SQ Parole (per section 602(B)(1) AAPA/section 1059(a) NDAA 2006), Special Immigrant (SI) Conditional Permanent Residence (CPR), or Humanitarian Parole status (per the Afghanistan Supplemental Appropriations Act, 2022); and their spouses and children.
8. Admitted for permanent residence, provided the individual previously held one of the statuses identified above. (Note that it is highly unlikely for an individual with this immigration status to meet the 8-month time limit requirement.) (See 18.2.4.2)

Refer to the Office of Refugee Resettlement's Policy Letter 16-01 [Documentation Guide](#) for information on the types of documents that verify the immigration statuses listed above. For information on appropriate CARES coding for the immigration statuses listed above, refer to the [W-2 Non-Citizen Eligibility Desk Guide](#).

If a refugee is not able to verify his or her immigration status with paper documentation, attempt to verify the status using the web-based *[Systematic Alien Verification for Entitlements \(SAVE\)](#)* program. Scan the information found using SAVE into *[ECF](#)*.

*No change to the remainder of 18.2.4.1*

#### **18.2.4.2 Date of Entry to the U.S.**

~~Refugees are eligible for Refugee Cash and Medical Assistance only during the eight month period following their date of entry to the United States. Therefore, the agency may need to make pro-rated payments at the beginning and end of any eligibility period, based upon the number of days eligible in relationship to the number of days in the month. This eight month time limit applies to each person, not to each case.~~

Date of Entry is equivalent to the first day that someone gained an RCA-eligible immigrant status. Refugees are eligible for Refugee Cash and Medical Assistance only during the eight-month period (if the Date of Entry was on or before September 30, 2021) or twelve-month period (if their Date of Entry was on or after October 1, 2021) following their date of eligibility in the United States. Therefore, the agency may need to make pro-rated payments at the beginning and end of any eligibility period, based upon the number of days eligible in relationship to the

number of days in the month. This eight- and 12-month time limit applies to each person in a case individually.

**Follow the guidelines below to determine eligibility start-date:**

- 1. Individuals paroled as refugees or asylees under §212(d)(5) of the Immigration and Nationality Act (INA);** Date of Arrival;
- 2. Refugees** admitted under §207 of the INA; Date of Arrival;
- 3. Asylees** whose status was granted under §208 of the INA; Date Eligible Status Granted;
- 4. Cuban and Haitian entrants**, in accordance with the requirements in [45 CFR § 401.2](#); Date Eligible Status Granted;
- 5. Certain Amerasians** from Vietnam who are admitted to the U.S. as immigrants pursuant to §584 of the Foreign Operations, Export Financing, and Related Programs Appropriations Act, 1988 (as contained in §101 (e) of Public Law 100-202 and amended by the 9<sup>th</sup> provision under Migration and Refugee Assistance in Title II of the Foreign Operations, Export Financing, and Related Programs Appropriation Acts, 1989 (Public Law 100-461 as amended)); Date of Arrival;
- 6. Individuals subjected to a severe form of trafficking** who have been certified by the United States Department of Health and Human Services (HHS) under The Trafficking Victims Protection Act of 2000, Pub. L. No. 106-386, Division A, 114 Stat. 1464 (2000); Date Eligible Status Granted;
- 7. Certain Iraqi and Afghan Special Immigrant Visa holders** (SIV) pursuant to the Defense Authorization Act for Fiscal Year 2008, Public Law 110-181; Date of Arrival;
- 8. Afghan Special Immigrant Parolee** as described in [ORR Policy Letter 22-02](#) and [ORR Policy Letter 22-10](#); October 1, 2021 or Date "entered community", whichever is later;
- 9. Afghan Special Immigrant Conditional Permanent Resident** as described in [ORR Policy Letter 22-02](#) and [ORR Policy Letter 22-10](#); October 1, 2021 or Date "entered community", whichever is later;
- 10. Afghan Humanitarian Parolee** as described in [ORR Policy Letter 22-02](#) and [ORR Policy Letter 22-10](#); October 1, 2021 or Date "entered community", whichever is later; and
- 11. Lawful permanent residents** who previously held one of the statuses identified above; same as the previously held status listed above.

Funds must not be used to provide services to United States citizens, as United States citizens are ineligible under the authorizing legislation.

**EXAMPLE 1:** A refugee's date of entry to the United States is 8/14/2012 and their eight month eligibility for Refugee Cash and Medical Assistance ends on 4/13/2013. If the refugee applies for cash assistance on 8/16/2012 and is placed into a CSJ payment level, (\$653/month), issue a pro-rated initial payment of \$337.03 for 8/16/2012 through 8/31/2012 ( $\$653/31 \text{ days in month} \times 16 \text{ days of eligibility} = \$337.03$ ) and issue a pro-rated final payment of \$273.84 for 4/1/2013 to 4/13/2013 ( $\$653/31 \text{ days in month} \times 13 \text{ days of eligibility} = \$273.84$ ). A refugee's date of entry to the United States is 10/14/2022 and their twelve-month eligibility for Refugee Cash and Medical Assistance ends on 10/13/2023. If the refugee applies for cash assistance on 10/16/2022 and is placed into a CSJ payment level, (\$653/month), issue a pro-rated initial payment of \$337.03 for 10/16/2022 through 10/31/2022 ( $\$653/31 \text{ days in month} \times 16 \text{ days of eligibility} = \$337.03$ ) and issue a pro-rated final payment of \$273.84 for 10/1/2023 to 10/13/2023 ( $\$653/31 \text{ days in month} \times 13 \text{ days of eligibility} = \$273.84$ ).

**EXAMPLE 2:** A refugee's date of entry to the United States is 1/14/2012 and their eight month eligibility period for Refugee Cash and Medical Assistance ends on 9/13/2012. If the refugee submits an application for RCA on 10/1/2012, deny the application because the period of eligibility has lapsed. A refugee's date of entry to the United States is 11/14/2022 and their twelve-month eligibility period for Refugee Cash and Medical Assistance ends on 11/13/2023. If the refugee submits an application for RCA on 11/14/2023, deny the application because the period of eligibility has lapsed.

The "date of entry" for asylee(s) is the date they are granted asylum. The "date of entry" for victim(s) of trafficking is the certification date found in the certification letter issued by the DHHS Office of Refugee Resettlement. In the case of a child victim, an interim assistance letter or eligibility letter will be issued. Find more information and a sample certification letter at the Office of Refugee Resettlement website.

**EXAMPLE 3:** An alien enters the United States on 2/3/2012 and is granted asylum on 7/16/2012. The eight month Refugee Cash and Medical Assistance eligibility period is 7/16/2012 through 3/15/2013. An alien enters the United States on 2/3/2022 and is granted asylum on 7/16/2022. The twelve-month Refugee Cash and Medical Assistance eligibility period is 7/16/2022 through 7/15/2023.

*No change to the remainder of 18.2.4.2*

### 18.2.4.3 Wisconsin Residency

To be eligible for RCA benefits in Wisconsin, a refugee must be a resident of Wisconsin. Apply W-2 residency requirements when making this determination. (See [2.2.1.4](#))

Secondary migrant(s) to Wisconsin (refugees who move to Wisconsin from a different state) may be eligible for RCA. If there is reason to believe the secondary migrant was receiving RCA in the previous state, use appropriate verification request procedures to request verification that the RCA benefits in the other state have been terminated. (See [18.2.6.1.2](#)) If the individual has made a reasonable effort and cannot obtain the required verification, does not have the power to produce verification or requires assistance to do so, the W-2 agency must assist the individual. (See [4.1.3](#)) In such cases, contacting the worker in the other state would likely be the most efficient way of verifying the information.

Secondary migrants who were receiving RCA in another state must submit a cash assistance application in Wisconsin in order to be RCA-eligible. They are subject to the same financial and nonfinancial eligibility criteria as other refugees, ~~including the eight month eligibility time-limit.~~ including the twelve-month eligibility time-limit.

**EXAMPLE 1:** ~~A refugee moves from Minnesota to Wisconsin and submits a cash assistance application on 7/3/2012. The refugee's immigration document shows that his date of arrival to the U.S. was 10/10/2011; RCA eligibility therefore ended 6/9/2012. Deny the application based on expiration of the eight month eligibility period.~~ A refugee moves from Minnesota to Wisconsin and submits a cash assistance application on 11/3/2022. The refugee's immigration document shows that his date of arrival to the U.S. was 10/10/2021; RCA eligibility therefore ended 10/9/2022. Deny the application based on expiration of the twelve-month eligibility period.

**EXAMPLE 2:** A refugee moves from Illinois to Wisconsin on 7/20/2012 and submits a cash assistance application on 7/24/2012. During the interview, the refugee states that she was receiving RCA in Illinois. The worker pends the case for proof that Illinois RCA benefits have ended. The verification is received timely and shows that Illinois RCA benefits ended on 7/19/2012. If the refugee is otherwise eligible, the worker should issue a pro-rated RCA payment for 7/24/2012 – 7/31/2012 and issue appropriate RCA monthly payments thereafter. A refugee moves from Illinois to Wisconsin on 10/20/2021 and submits a cash assistance application on 10/24/2021. During the interview, the refugee states that she was receiving RCA in Illinois. The worker pends the case for proof that Illinois RCA benefits have ended. The verification is received timely and shows that Illinois RCA benefits ended on 10/19/2021. If the refugee is otherwise eligible, the worker should issue a pro-rated RCA payment for 10/24/2021 – 10/31/2021 and issue appropriate RCA monthly payments thereafter.

*No change to the remainder of 18.2.4.3*

#### **18.2.4.4 Ineligibility for W-2 Paid Placement and Non-Receipt of SSI and Kinship Care**

When a cash assistance application is received, first determine eligibility for [W-2](#). If the applicant meets W-2 financial eligibility requirements but does not meet nonfinancial eligibility requirements or is not eligible for a paid W-2 placement, determine eligibility for RCA.

~~If an adult refugee becomes ineligible for W-2 due to a change in circumstances in which there is no longer a dependent child in the household, determine eligibility for RCA for any remainder of the initial eight month residence period in the United States.~~ If an adult refugee becomes ineligible for W-2 due to a change in circumstances in which there is no longer a dependent child in the household, determine eligibility for RCA for any remainder of the initial twelve-month residence period in the United States.

Refer refugees who are age 65 or older, or who are blind or disabled, for application to Supplemental Security Income (SSI) (see [7.4.3](#) for guidance about SSI advocacy). Inform these refugees that current federal laws limit SSI eligibility to seven years after arrival unless citizenship is obtained. A refugee is eligible for RCA while an SSI determination is being made and until he or she actually receives an SSI payment. (See [2.2.1.10](#)) If you learn, however, that SSI has been paid for the same month as an RCA payment, attempt to recover the RCA payment.



Refugees who are minors and living with adult caretaker relatives instead of their parents should be referred for application to *Kinship Care*. A refugee is eligible for RCA while a Kinship Care determination is being made. When Kinship Care begins, RCA eligibility is lost.

*No change to the remainder of 18.2.4.4*

#### **18.2.4.6.1 Employment and Training Requirements**

All adult RCA recipients must enroll in employment and training activities and must participate in such activities within 30 days of receiving RCA benefits. The employment and training requirements used in the RCA program differ from W-2 work participation requirements in that they are designed to meet the needs of newly arrived refugees who typically possess little or no English skills. Participation in the employment and training activities is meant to ensure that RCA clients attain economic self-sufficiency within their ~~eight-month~~ **twelve-month** RCA eligibility period. A refugee has attained economic self-sufficiency when their income allows them to afford basic necessities such as rent, food and transportation.

RCA clients may fulfill their RCA employment and training requirement by participating in the *FoodShare Employment and Training (FSET)* program (if they are FSET-eligible) or a specialized refugee employment and training program.

Employment and training service agencies must work with RCA recipients to develop individual *Employability Plan (EP)* (see [6.1](#) and [6.2](#)) that fit into a *Family self-sufficiency plan*, where applicable. These plans must specify clear employment objectives and concrete steps needed to obtain the clients' goal. Individual *Employability Plan (EP)*s must be updated at least once every 6 months (see [6.2.2](#)) and must address concurrent language training needs and employment services needs of the individual and/or couple.

Refugee employment and training services may include but are not limited to:

1. Employment services including world-of-work and job orientation, job clubs, job workshops, job development, referral to job opportunities, job search, job placement and follow-up;
2. Employability services, including interest, aptitude and skills testing;
3. *English as a Second Language (ESL)* and/or *Vocational English as a Second Language (VESL)* courses;
4. Vocational training;
5. Skills recertification (see [18.2.4.7](#));
6. Subsidized employment;
7. Work experience; and
8. Assistance in obtaining Employment Authorization Documents (EADS)



**Note:** All employers are required by law to ensure that their employees are eligible to work in the U.S. Individuals who are granted immigration status as refugees are authorized to work indefinitely in the U.S. Refugees can fulfill the employer requirement by showing their I-94 form (with an unexpired refugee admission stamp) for a temporary period of time while they work towards obtaining permanent work authorization, by showing their Employment Authorization Document (EAD) or, if they have been in the U.S. for at least one year, a permanent resident card.

RCA eligibility workers must track recipients' participation in their required employment and training activities.

*No change to the remainder of 18.2.4.6.1*

#### **18.2.4.6.4 Refusal to Comply and Sanctions in the RCA Program**

RCA participants must participate in all assigned work training activities or education and training activities outlined in the employability plan (EP). If an RCA participant cannot participate in an assigned activity, the agency must encourage the participant to call their caseworker prior to the activity time. A participant has 7 working days after an absence from an assigned RCA employment and training activity to notify his or her worker of the reason for the absence. The worker can then determine whether the reason meets one of the good cause reasons.

~~If a refugee fails to meet employment and training requirements and good cause (see 11.2.2) is not found, sanction the individual. A sanction is defined as a stoppage of RCA payments for a set period of time due to client noncooperation. Apply the first sanction for a three-month period. If the same individual again fails to meet employment and training requirements, apply the sanction for six months. A second sanction will permanently terminate a client's RCA payments because of the eight month RCA eligibility period.~~ If a refugee fails to meet employment and training requirements and good cause (see 11.2.2) is not found, sanction the individual. A sanction is defined as a stoppage of RCA payments for a set period of time due to client noncooperation. Apply the first sanction for a three-month period. If the same individual again fails to meet employment and training requirements, apply the sanction for six months.

If the RCA assistance group contains an individual other than the sanctioned client, RCA payments may continue if that other individual is not also being sanctioned.

*No change to the remainder of 18.2.4.6.4*

#### **18.2.4.8 Not Be Enrolled in Matching Grant Program**

If an RCA applicant group is participating in the federal Matching Grant program which is administered through Volag, they are not eligible for W-2 or RCA. When you contact the Volag to inform them that an applicant has applied for RCA and to inquire about job quit and refusal (see 18.2.2.2), also determine if the applicant is participating in the Matching Grant Program.

If a refugee is no longer participating in the Matching Grant program, he or she regains eligibility for RCA for the remainder of the ~~eight-month~~ **twelve-month** RCA eligibility period. Verify with the refugee's Volag worker that he or she is no longer participating in Matching Grant.

To properly deny an RCA application due to participation in Matching Grant, issue a manual negative notice explaining that the applicant is not eligible for RCA because he or she is receiving Matching Grant funds. The notice should mention that they can re-apply for RCA after their participation in Matching Grant ends.

*No change to the remainder of 18.2.4.8*

#### **18.2.5.2.7.1 Grace Period Early Employment Incentive**

If earned income renders an assistance group ineligible for RCA before the 1st of the month prior to the final month of eligibility, then the grace period policy shall be applied. The grace period will give FEPs sufficient time to make an income availability determination and properly reduce or terminate cash benefits.

##### **Terminating RCA:**

FEPs verify eligibility near the end of each time-eligible month before scheduled payments are issued. If an individual obtained employment during the previous month and is no longer financially eligible for RCA, then a 30-day grace period clock will begin on the date on which an individual entered employment. One final payment will be issued for the upcoming month, which will be a partial payment accounting for the remaining days of the 30-day grace period, the first day of which is the day the refugee entered employment. Example 1 illustrates how the grace period policy should be applied in the instance that the individual is no longer financially eligible for RCA.

##### **Reducing RCA:**

If an individual obtained employment totaling less than 30 hours per week, FEPs should continue to follow guidance from 7.4.1.4 (per 18.2.6.9) pertaining to Prorated CSJs. If the individual is determined to be eligible for a prorated CSJ, the grace period policy applies only to the month for which the full CSJ-level payment has already been issued. The prorated CSJ payment level must then be applied beginning the first of the month following the date on which the part-time employment began. Example 2 illustrates how the grace period policy should be applied to a prorated CSJ placement.

##### **Grace Period Financial Reporting:**

The grace period payments will be reported in a separate line item in SPARC, called RCA Incentive Payments. The line item code to be used for these payments is 0134A. Grace period payments should be recorded in SPARC in the month they are made. This may require making a report correction, which SPARC accountants can do upon request for up to 90 days after the end of the reporting month.

Grace Period Application:

**EXAMPLE 1:** ~~A refugee's date of entry to the United States is 8/14/2020 and their eight-month eligibility for Refugee Cash and Medical Assistance ends on 4/13/2021. The refugee is eligible for cash assistance and is placed into a CSJ payment level (\$653/month). At the end of November, the FEP verifies the client's ongoing eligibility before issuing the upcoming December payment, and discovers that the refugee entered employment on November 20th and their earned income renders them financially ineligible for RCA. The FEP issues a final check for the remainder of the grace period, which will end on December 19th, in the amount of \$400. The total RCA Incentive Payment to be reported in SPARC is \$653, which was issued partially in November and partially in December.~~ A refugee's date of entry to the United States is 8/14/2022 and their twelve-month eligibility for Refugee Cash and Medical Assistance ends on 8/13/2023. The refugee is eligible for cash assistance and is placed into a CSJ payment level (\$653/month). At the end of November, the FEP verifies the client's ongoing eligibility before issuing the upcoming December payment and discovers that the refugee entered employment on November 20th and their earned income renders them financially ineligible for RCA. The FEP issues a final check for the remainder of the grace period, which will end on December 19th, in the amount of \$400. The total RCA Incentive Payment to be reported in SPARC is \$653, which was issued partially in November and partially in December.

**EXAMPLE 2:** ~~A refugee's date of entry to the United States is 9/10/2020 and their eight-month eligibility for Refugee Cash and Medical Assistance ends on 6/09/2021. The refugee is eligible for cash assistance and is placed into a CSJ payment level (\$653/month). At the end of February, the FEP verifies the client's ongoing eligibility before issuing the upcoming March payment and discovers that the refugee entered part-time employment on February 10th. Their earned income renders them eligible for a 1/3 CSJ payment of \$218 per month. In this instance, the grace period policy applies to the time period during which they were no longer eligible for the full CSJ, beginning on the day they entered employment and ending at the end of that month. The FEP issues a \$218 check for the month of March. The total RCA Incentive Payment to be reported in SPARC is \$280, which is the difference between 18 days of a full CSJ payment (\$420) and 18 days of a 1/3 CSJ payment (\$140). The remaining partial payments are not considered an RCA Incentive Payment.~~ A refugee's date of entry to the United States is 9/10/2022 and their twelve-month eligibility for Refugee Cash and Medical Assistance ends on 9/09/2023. The refugee is eligible for cash assistance and is placed into a CSJ payment level (\$653/month). At the end of February, the FEP verifies the client's ongoing eligibility before issuing the upcoming March payment and discovers that the refugee entered part-time employment on February 10th. Their earned income renders them eligible for a 1/3 CSJ payment of \$218 per month. In this instance, the grace period policy applies to the time period during which they were no longer eligible for the full CSJ, beginning on the day they entered employment and ending at the end of that month. The FEP issues a \$218 check for the month of March. The total RCA Incentive Payment to be reported in SPARC is \$280, which is the difference between 18 days of a full CSJ payment (\$420) and 18 days of a 1/3 CSJ payment (\$140). The remaining partial payments are not considered an RCA Incentive Payment.

*No change to the remainder of 18.2.5.2.7.1*

#### **18.2.5.2.8.2 Self-Employment Income**

~~If a refugee begins to receive self-employment income, the W-2 agency must count the gross receipts from the self-employment business. As in W-2, gross receipts must not be adjusted based on expenses. If IRS tax forms were completed for the previous year, use these forms to calculate the self-employment income. RCA's short 8 month time period however, means that IRS tax forms from the previous year will most likely not be available. In such cases, calculate the income using average monthly anticipated earnings.~~ If a refugee begins to receive self-employment income, the W-2 agency must count the gross receipts from the self-employment business. As in W-2, gross receipts must not be adjusted based on expenses. If IRS tax forms were completed for the previous year, use these

forms to calculate the self-employment income. RCA's twelve-month time period, however, means that IRS tax forms from the previous year may not be available. In such cases, calculate the income using average monthly anticipated earnings.

*No change to the remainder of 18.2.5.2.7.1*

### 18.2.6.6 Changes

The participant's RCA change-reporting responsibilities are detailed in the "Responsibilities" section of the [RCA Participation Agreement \(15011\)](#), which the participant is required to sign. RCA participants are required to notify the W-2 agency of certain changes (including changes in income, assets and family structure) within 10 calendar days of their occurrence. Additionally, participants must inform the agency of any changes in their mailing address or phone number. The agency must respond to reports in a timely manner and keep case data up to date.

When a refugee reaches the ~~eight month~~ twelve-month time limit for RCA eligibility, review the case file to determine possible eligibility for W-2 due to changed circumstances.

*No change to the remainder of 18.2.6.6*

### 18.3.4 RMA Nonfinancial Eligibility

#### [18.3.4.1 Immigration Status](#)

#### [18.3.4.2 Date of Entry to the U.S.](#)

#### [18.3.4.3 Wisconsin Residency](#)

#### [18.3.4.4 Ineligibility for Medicaid/BadgerCare Plus](#)

#### [18.3.4.5 Not Be Enrolled as Full-Time Student in Higher Education](#)

#### [18.3.4.6 Provide Name of Resettlement Agency](#)

To be eligible for [RMA](#), a refugee must:

1. Possess a qualifying immigration status;
2. ~~Have been in the country eight months or less (except for [asylee\(s\)](#) and [victim\(s\) of trafficking](#), for whom the eight month clock begins as of the date they are granted [asylum](#) or [certified as a victim of trafficking](#), respectively);~~ Have been in the United States 12 months or less for individuals who have a date of eligibility on or after 10/01/2021 or eight months or less for individuals with a date of eligibility on or before 09/30/2021;
3. Be a resident of Wisconsin;
4. Be ineligible for BadgerCare Plus or [Medical Assistance](#);
5. Not be a full-time student (unless part of an individual's employment plan); and
6. Provide the name of his or her resettlement agency to the worker.

*No change to the remainder of 18.3.4.2*

#### **18.3.4.2 Date of Entry to the U.S.**

Follow the eight month time-limited eligibility policy for RCA when determining eligibility for RMA. (See 18.2.4.2) Like RCA, RMA benefits may need to be prorated depending on a refugee's date of entry to the U.S. Follow the eight- and 12-month time-limited eligibility policy for RCA when determining eligibility for RMA. (See [18.2.4.2](#)) Like RCA, RMA benefits may need to be prorated depending on a refugee's date of entry to the U.S.

**EXAMPLE:** A refugee's date of entry to the U.S. is 8/14/2012 and his 8 month eligibility for Refugee Cash and Medical Assistance ends on 4/13/2013. If the refugee meets financial and nonfinancial eligibility criteria, the first month's benefits should start on 8/14/2012 and the last month's benefits should end on 4/13/2013. A refugee's date of entry to the U.S. is 8/14/2022 and his twelve-month eligibility for Refugee Cash and Medical Assistance ends on 8/13/2023. If the refugee meets financial and nonfinancial eligibility criteria, the first month's benefits should start on 8/14/2022 and the last month's benefits should end on 8/13/2023.

*No change to the remainder of 18.3.4.2*

#### **18.3.4.3 Wisconsin Residency**

To be eligible for RMA, a refugee must be a resident of Wisconsin. To determine if an individual is a resident of Wisconsin for RMA purposes, apply the Medicaid residency requirements listed below (these are also listed in [Medicaid Eligibility Handbook 6.1](#)).

The individual must:

1. Be physically present in Wisconsin. There is no required length of time the person has to have been physically present, and
2. Express intent to reside here.

Secondary migrant(s) to Wisconsin (refugees who move to Wisconsin from a different state) may be eligible for RMA. If there is reason to believe the secondary migrant was receiving RMA in the previous state, use appropriate verification request procedures to request verification that the RMA benefits in the other state have been terminated. (See [Medicaid Eligibility Handbook 20.1](#) for general verification rules and [Medicaid Eligibility Handbook 20.7](#) for the appropriate verification request timeline). While the applicant has primary responsibility for providing verification, you must assist him or her in obtaining verification if he or she has difficulty in obtaining it. (See [Medicaid Eligibility Handbook 20.5](#)) In such cases, contacting the worker in the other state would likely be the most efficient way of verifying the information

~~Secondary migrants who were receiving RMA in another state must submit a medical assistance application in Wisconsin in order to be RMA-eligible. They are subject to the same financial and nonfinancial eligibility criteria as other refugees, including the eight month eligibility time limit.~~ Secondary migrants who were receiving RMA in another state must submit a medical assistance application in Wisconsin in order to be RMA-eligible. They are subject to the same financial and nonfinancial eligibility criteria as other refugees, including the twelve-month eligibility time-limit.

**EXAMPLE:** ~~A refugee moves from Minnesota to Wisconsin on 7/20/2012 and submits a refugee medical assistance application on 7/24/2012. During the interview, the refugee states that she was receiving RMA in Minnesota. The worker pends the case for proof that Minnesota RMA benefits have ended. The verification is received timely and shows that Minnesota RMA benefits ended on 7/31/2012. If the refugee is otherwise eligible, the worker should issue RMA benefits beginning on 8/1/2012. The last day of RMA eligibility would be determined by applying the 8 month time limit.~~ A refugee moves from Minnesota to Wisconsin on 7/20/2022 and submits a refugee medical assistance application on 7/24/2012. During the interview, the refugee states that she was receiving RMA in Minnesota. The worker pends the case for proof that Minnesota RMA benefits have ended. The verification is received timely and shows that Minnesota RMA benefits ended on 7/31/2022. If the refugee is otherwise eligible, the worker should issue RMA benefits beginning on 8/1/2022. The last day of RMA eligibility would be determined by applying the twelve-month time limit, in this case 7/31/2023.

*No change to the remainder of 18.3.4.3*